

**CITY OF RIVERSIDE**  
**HUMAN RESOURCES DEPARTMENT**  
**CLASSIFICATION SPECIFICATION**

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**TITLE: UTILITIES SHOP, TOOL AND FABRICATION TECHNICIAN**

**DEFINITION**

Under general supervision, to perform skilled welding, machinist and metal shaping work in fabricating and repairing metal parts, structures, tools and mobile equipment; and to do related work as required.

**REPORTS TO:** Utilities Water Supervisor

**SUPERVISION RECEIVED AND EXERCISED**

Receives general supervision from the Utilities Water Supervisor

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to, the following:

- Shape metal objects using lathes, power saws and drill presses; use taps, dies, files and similar tools.
- Lay out, according to rough sketches or blueprint, various metal pieces; cut, weld and otherwise fabricate various attachments or modifications for mobile and stationary equipment or tools.
- Overhaul, rebuild and service pneumatic, hydraulic and electrical tools; manufacture replacements for wearing parts.
- Confer with field supervisors and crew members regarding necessary repairs or modifications to equipment or tools; advise on changes, adaptations or new materials for use in meeting work problems.
- May assign, supervise and inspect others in more routine and less skilled metal shop tasks.
- Issue, receive and maintain inventory of tools and equipment.
- Order parts, supplies and materials; maintain inventory control over tools, equipment and materials.

**QUALIFICATIONS**

**Knowledge of:**

- Standard practices, methods, tools and materials of metal fabricating through the use of welding, machine tool and forging techniques.
- Occupational hazards and safety precautions of the work.
- Properties and adaptabilities of various metals.
- Operating and maintenance characteristics of a wide variety of metal working tools and equipment.

**Ability to:**

- Fabricate metal objects on the basis of rough sketches, blueprints or broken parts.
- Use and care for a wide variety of metal working tools and equipment.

- Keep records and prepare reports.
- Understand and interpret fabrication plans and work orders.
- Work overtime as required.

**Education and Experience:**

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to graduation from high school or G.E.D.

Experience: Three years' experience in skilled metal working trades or two year's experience as an Assistant Welder Mechanic in the City of Riverside.

**MEDICAL CATEGORY:** Group 2

**NECESSARY SPECIAL REQUIREMENT**

Possession of or ability to obtain an appropriate, valid California motor vehicle operators license.

Possession of an appropriate welding certificate issued by the State of California.

**CAREER ADVANCEMENT OPPORTUNITIES**

**FROM:** Utilities Shop, Tool and Fabrication Technician

**TO:** Utilities Water Meter Technician